

City of Menomonie  
**BOARD OF APPEALS HEARING**

Thursday, February 6, 2025 - 1:00 P.M.

Menomonie City Hall  
800 Wilson Avenue  
Council Chambers (1<sup>st</sup> floor)

**AGENDA**

- I. Roll Call
- II. Request by HB Ventures, LLC for a conditional use permit for automobile sales and service at 1016 19<sup>th</sup> Avenue East.
- III. Adjourn

Note: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. For additional information or to request the service, contact the City Clerk at 715-232-2221, Ext. 1006.



**City of Menomonie**  
**Building Inspection/Zoning**  
800 Wilson Avenue  
Menomonie, WI 54751  
Phone – 715/232-2221 option 3  
[www.menomonie-wi.gov](http://www.menomonie-wi.gov)

---

January 22, 2025

Board of Appeals  
City of Menomonie  
800 Wilson Avenue  
Menomonie, WI 54751

Re: HB Ventures, LLC  
1016 19<sup>th</sup> Avenue East  
Conditional Use Permit for Automobile Sales and Service

Dear Board of Appeals:

HB Ventures, LLC has submitted an application for a conditional use permit for automobile sales and service at 1016 19<sup>th</sup> Avenue East.

The subject property is zoned Local Commercial District (B-2). The adjacent lands to the east and west are zoned Limited Multiple Residential (R-2). The adjacent lands to the south are zoned Single Family Residential (R-1).

Please find attached the following materials:

- Conditional Use Permit Application dated 1/9/25.
- Location Map
- Site Sketch
- Public Hearing Notice published in the Colfax Messenger and mailed to adjacent residents within 175-feet of the subject property.

City Code indicates that Automobile Sales and Automobile Service are Conditionally Permitted Uses in the Local Commercial District (B-2). City Code further states "The location of these uses requires approval by the board of appeals. Such approval requires a public hearing by the board. Such approval shall be consistent with the general purpose and intent of this chapter, and shall be based upon such evidence as may be presented at such public hearing, tending to establish the desirability or undesirability of specific proposed locations for a specific proposed use from the standpoint of the public interest, because of such factors as (without limitation because of enumeration) noise, odor, glare, vibration and increased traffic on the public streets. The board shall also give due consideration to the proposed location of entrances to and exits from uses that commonly generate a considerable volume of vehicular traffic from and to the public street in the relation of such entrances and exits to school crosswalks and pedestrian exits from public and semipublic facilities such as schools and hospitals."

City Staff note that the Menomonie Transportation is located at the subject property. Menomonie Transportation currently services school busses inside of the building and will continue to do so. Menomonie transportation currently stores school busses outside of the building. Auto sales may, however, increase traffic by drawing prospective car buyers to visit the property.

If the Board of Appeals concurs with the proposed use, City Staff recommends the following conditions be placed upon the approval of the Conditional Use Permit:

1. No more than 10 used cars shall be on the property at any time. Busses and personal vehicles of owners and employees shall not be considered used cars and will not count against this limit.
2. All vehicles, including used cars, busses, and personal vehicles of owners and employees, on the property shall be parked on a dust free surface.
3. No junked or wrecked vehicles shall be parked on the property.
4. Automobile service work shall be limited to used cars, busses and personal vehicles of owners and employees. No commercial automobile service work (for example: oil changes for paying customers) shall be offered.
5. All automobile service work shall occur inside of the building. No work shall be done outside.

The Board of Appeals may, after considering the input received during the public hearing and exercising your own judgement, add or remove conditions. City Staff cautions that these conditions should be reasonable and enforceable.

City Staff will be on hand to answer any questions that the Board of Zoning Appeals may have.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kim K Gerth', written over a horizontal line.

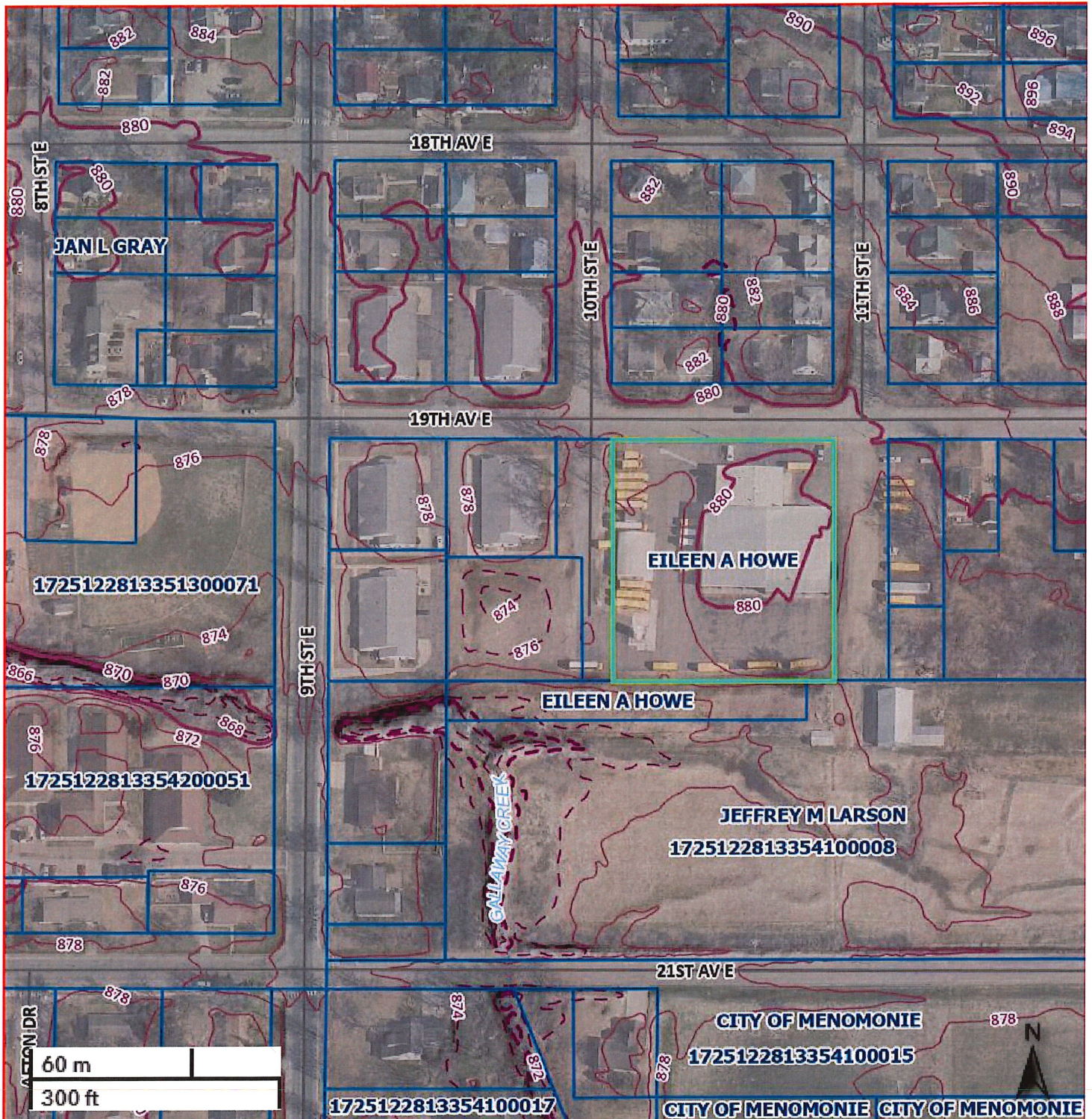
Kim K Gerth  
Zoning Administrator/Assistant Building Inspector



# HB Ventures, LLC

Created by: DAS

## Proposed Auto Sales & Service CUP



This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes. This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Date created: 1/17/2025

Last Data Uploaded: 1/17/2025 11:40:25 AM

Developed by



**BOARD OF ZONING APPEALS**

**Application for CONDITIONALLY PERMITTED USE**

Appeal No. 01-2025

Date Filed 01/09/2025

Date of Notice \_\_\_\_\_

Applicant: HB Ventures LLC

Address: 1016 19<sup>th</sup> Ave E Phone: 715-308-7008

Email Address: yan@nanomonietransportation.com,

Property Owner: Eileen Howe

Address: 1016 19<sup>th</sup> Ave E Phone: 715-235-7362

Location of property: \_\_\_\_\_

Legal Description: Galloway 2<sup>nd</sup> BL 12 + PT. VAC. Street (710/147)

Permission is requested for: Auto Sales

I hereby certify that the above statements and plans submitted herewith are true to the best of my knowledge. The \$250.00 has been deposited with the City Treasurer.

Date: 1-9-25

Eileen Howe  
Signature of applicant

**Plot plan must be submitted with the application.**

Receipt number: 2162  
Amount paid: \$250.00

Special hearing = + \$50

**PAI**



Department of Environmental Services  
Planning & Land Use  
3001 U.S. Hwy. 12E. | Menomonie, WI 54767  
Dunn County Government Center, 2nd Floor  
Phone: 715-231-6520 pandz@co.dunn.wi.us

## APPLICANT AUTHORIZATION FORM

Regarding any County petition or application, this form must accompany the petitioner's application if the applicant is not the owner of one or more of the subject parcel(s) involved.

For projects with multiple owners: a separate applicant authorization form is required for each owner.

### OVERVIEW OF PETITIONER'S REQUEST:

Applicant:	HB Ventures LLC
Parcel Number(s):	1725122813351400077
Owner of Parcel(s):	Eileen Howe
Purpose of the Petition/ Application:	Auto Sales

### TO BE COMPLETED BY THE OWNER:

I, Eileen Howe, hereby authorize Ryan Howe, to petition the  
*Property Owner* *Applicant*

County, for the purposes described above, on my behalf.

Eileen Howe 1-9-25  
*Owner Signature* *Date*

January 14, 2025

David Schofield  
Director of Public Works  
City of Menomonie  
800 Wilson Ave  
Menomonie, WI 54751

Subject: Letter of Intent for Continued Operations and Property Lease

Dear Dave Schofield,

This Letter of Intent (LOI) serves to confirm the understanding between Menomonie Transportation and HB Ventures regarding the continued operation of Menomonie Transportation and the leasing of property on-site for the purpose of establishing a used car dealership.

**1. Continued Operations of Menomonie Transportation:**

Menomonie Transportation will continue to operate as usual, without interruption. Our business operations, including any existing services and activities, will remain unchanged.

**2. Leasing Agreement for Used Car Dealership:**

HB Ventures will lease a portion of the property on-site at Menomonie Transportation to establish a used car dealership. The dealership will feature no more than ten (10) vehicles on-site at any given time. The terms of this lease and any specific operational details will be finalized in a formal lease agreement between the parties.

Should you have any questions or need further clarification, please do not hesitate to contact us.

Sincerely,

Ryan Howe  
Owner  
HB Ventures



↔





## City of Menomonie

Kate Martin

City Clerk  
800 Wilson Avenue  
Menomonie, WI 54751  
715 232-2221 Ext.1006  
kmartin@menomonie-wi.gov

---

January 22, 2025

<Resident Name>

<Resident Address>

Re: HB Ventures, LLC  
1016 19<sup>th</sup> Avenue East  
Conditional Use Permit for Automobile Sales and Service

Dear Resident:

I am writing to inform you that HB Ventures, LLC has submitted an application for a conditional use permit for automobile sales and service at 1016 19<sup>th</sup> Avenue East.

Please find attached a copy of the Public Hearing Notice. You are being notified since you are listed as the owner or tenant of property within 175-feet of the proposed conditional use.

If you have any questions about the proposed conditional use permit please do hesitate to contact me at your convenience.

If you have concerns regarding the proposed conditional use permit, please submit a written comment or attend and speak at the public hearing.

Sincerely,

Catherine Martin  
City Clerk

Fair Oaks Properties  
1016 19<sup>th</sup> Avenue East  
Menomonie, WI 54751

Tenant A  
1821 10<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant B  
1821 10<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant C  
1821 10<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant D  
1821 10<sup>th</sup> Street East  
Menomonie, WI 54751

M&E Properties, LLC  
1816 11<sup>th</sup> Street E  
Menomonie, WI 54751

Tenant  
1816 10<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant  
1820 10<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant  
1815 11<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant  
1821 11<sup>th</sup> Street East  
Menomonie, WI 54751

Eileen Howe  
1816 11<sup>th</sup> Street East  
Menomonie, WI 54751

Tenant  
1820 11<sup>th</sup> Street East  
Menomonie, WI 54751

Menomonie Transportation, Inc.  
1016 19<sup>th</sup> Avenue East  
Menomonie, WI 54751

Tenant  
1112 19<sup>th</sup> Avenue  
Menomonie, WI 54751

Ronald Larson  
2707 Cherry Blossom Lane  
Menomonie, WI 54751

Tenant A  
920 19<sup>th</sup> Avenue East  
Menomonie, WI 54751

Tenant B  
920 19<sup>th</sup> Avenue East  
Menomonie, WI 54751

Tenant C  
920 19<sup>th</sup> Avenue East  
Menomonie, WI 54751

Tenant D  
920 19<sup>th</sup> Avenue East  
Menomonie, WI 54751

City of Menomonie  
800 Wilson Avenue  
Menomonie, WI 54751



**NOTICE OF PUBLIC HEARING  
CITY OF MENOMONIE  
BOARD OF ZONING APPEALS**

February 6, 2025

1:00 p.m.

Please take notice that the Board of Zoning Appeals for the City of Menomonie will hold a public hearing on Thursday, February 6, 2025 at 1:00 p.m. at City Hall, 800 Wilson Ave., Menomonie, WI to consider a request for a conditional use permit for auto sales and service at 1016 19<sup>th</sup> Avenue East. This property is zoned Local Commercial District (B-2).

Persons wishing to appear at the hearing may do so in person or by Attorney. Written statements may be filed with the City of Menomonie Clerk, 800 Wilson Ave, Menomonie WI 54751 until one hour prior to the public hearing.

Dated: January 15, 2025

Signed: Kate Martin  
City Clerk

Published: January 22, 2025  
Colfax Messenger



**City of Menomonie**  
800 Wilson Avenue  
Menomonie, Wisconsin 54751-2795

## ***BOARD OF ZONING APPEALS***

**DRAFT**

**BE IT RESOLVED** by the Board of Zoning Appeals of the City of Menomonie:

**WHEREAS** a hearing was duly held before this Board on February 6, 2025 upon the petition of HV Ventures, LLC, 1016 19<sup>th</sup> Avenue, for a conditionally permitted use permit for automobile sales and service.

It appears that property owners and tenants within 175 feet of said premises were duly notified of said hearing.

### **FINDINGS OF FACT:**

1. The proposed use is a conditionally permitted use.
2. Automobile sales and service at this location will not affect the public health, safety and general welfare provided that the conditions set forth below are followed.

The Board having given the matter due consideration and having been fully advised,

**BE IT THEREFORE RESOLVED** that the petition be **granted** with the following conditions:

1. No more than 10 used cars shall be on the property at any time. Busses and personal vehicles of owners and employees shall not be considered used cars and will not count against this limit.
2. All vehicles, including used cars, busses, and personal vehicles of owners and employees, on the property shall be parked on a dust free surface.
3. No junked or wrecked vehicles shall be parked on the property.
4. Automobile service work shall be limited to used cars, busses and personal vehicles of owners and employees. No commercial automobile service work (for example: oil changes for paying customers) shall be offered.
5. All automobile service work shall occur inside of the building. No work shall be done outside.

Adopted: February 6, 2025

---

City Clerk, Catherine Martin